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Approved For Release 2000/06/14 : CIA-RDP78-04727A000200080022-9

26 July 1954

MEMORANDUM FOR: Colonel White

SUBJECT : Revisions of [REDACTED] Training Mission

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1. The revised [REDACTED] Training Mission Table of Organization deals mainly with the redesignation of certain organizational units and changes in Career Service designations. There is, in addition, a request for upgrading 9 positions, at a total cost of \$6,735.00. The Deputy Assistant Director for Personnel in Tab B indicates that "it does not appear likely that these higher grades are justified." This is based on the fact that the T/O as proposed does not reflect any expansion of the Mission's function or program.

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2. One of the positions under question is that of the Chief Administrative Officer and his Assistant. The Administrative Officer is presently slotted as a GS-12/13 and the Assistant is slotted as a GS-9/12. It is proposed to firm these up as a GS-13 and a GS-12, respectively.

3. The following is a summary of the positions on the Table of Organization:

Chief of Mission
Medical Staff
Security Staff
Administration
Training

Total

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4. The Medical and Security Officers are established at GS-13 and the Chief Training Officer is established as GS-14. It does not appear unreasonable, then, that the Chief Administrative Officer should be established at GS-13, especially when it is realized that there are several hundred indigenous employees who would also come under his technical supervision through the General Services Branch.

5. I would suggest we concur in the Table of Organization as presented, subject to the reservations of the Deputy Assistant Director for Personnel at this time. However, I feel that when the positions are subsequently reviewed, we should support the FE Division in seeking a grade GS-13 for the administrative slot.

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